United Nations ST/IC/2000/54

Secretariat

16 August 2000

Information circular*

To: Members of the staff at Headquarters

From: The Assistant Secretary-General for Human Resources Management

Subject: **Revised salary scale for staff in the Language Teacher category at Headquarters****

1. As indicated in paragraph 1 of information circular ST/IC/2000/53, the International Civil Service Commission (ICSC), in accordance with article 12 of its statute, undertook a comprehensive survey of the best-prevailing conditions of employment in New York for the purpose of making recommendations to the Secretary-General on salary scales of staff in the General Service and related categories at Headquarters.

2. With regard to the Language Teachers survey, the Commission indicated that the list of comparators should be expanded and requested the United Nations to submit its findings at the next session of ICSC, in spring 2001. In the meantime, the Commission decided that the 2.00 per cent cost-of-living adjustment, which was warranted in January 2000, should be granted to staff in this category, effective 1 January 2000. The salary scale reflecting the 2.00 per cent interim adjustment is set out as an annex to the present information circular.

3. The implementation of the salary scale indicated in paragraph 2 above will be reflected at the end of August 2000. Those former staff members who left the service of the United Nations between 1 January and 31 July 2000 will be eligible to receive the retroactive increases that have resulted from the implementation of the revised salaries upon presentation of a written claim to their former executive offices. Such claims must be made within one year of the date of issuance of the present information circular.

* The present circular will be in effect until further notice.

** *Personnel Manual* index No. 3123 C.

00-61028 (E) 230800

Annex

Salary scale for staff in the Language Teacher category at Headquarters

(United States dollars)

Effective 1 January 2000

Level		STEPS											
		I	*II*	*III*	*IV*	*V*	*VI*	*VII*	*VIII*	*IX*	*X*	*XI*	*XII**
LT	(Gross)	53 281	55 096	56 911	58 726	60 580	62 526	64 472	66 419	68 365	70 312	72 258	74 204
	(Gross pension)	52 177	53 922	55 666	57 411	59 155	60 901	62 651	64 467	66 282	68 098	69 913	71 729
	(Total net)	41 428	42 771	44 114	45 457	46 800	48 143	49 486	50 829	52 172	53 515	54 858	56 201
	(Net pension)	41 428	42 771	44 114	45 457	46 800	48 143	49 486	50 829	52 172	53 515	54 858	56 201
	(NPC)	0	0	0	0	0	0	0	0	0	0	0	0

Increments: Salary increments within the levels shall be awarded annually on the basis of satisfactory service.

Work schedule: The yearly schedule of work consists of three terms of 13 weeks each. There is a summer recess and there are scheduled breaks between terms. Leave taken during the recess and the breaks in excess of the annual leave entitlement provided in the Staff Rules is treated as special leave with pay.

Dependency allowances (US$ net per annum):

Child (for staff who become eligible on or after 1 February 1999)	1 068
Child (for eligible staff on board and already in receipt of amount prior to 1 February 1999)	1 236
Except for first dependent child of a single, widowed or divorced staff member	3 038
Dependent spouse	3 038
Secondary dependant	1 181

Language allowance: not entitled.

* Long-service step:

The qualifying criteria for in-grade increases to the long-service step are as follows:

(a) The staff member should have had at least 20 years of service within the United Nations common system and 5 years of service at the top regular step of the current grade;

(b) The staff member's service should have been satisfactory.

Gross:	Gross salaries have been derived through the application of staff assessment to total net salaries. Gross salaries are established for purposes of separation payments and as the basis for calculating tax reimbursements whenever United Nations salaries are taxed.
Gross pension:	Gross pensionable salaries have been derived through application of staff assessment to net pensionable salaries. Gross pensionable is the basis for determining Pension Fund contributions under article 25 of the Regulations of the United Nations Joint Staff Pension Fund and for determining Pension benefits.
Net pension:	Net Pensionable is that part of net salary which is used to derive the gross pensionable salary. Net pensionable salary is the total net salary less the non-pensionable component, i.e. 100 per cent of total net salary.
Total net:	Total net remuneration is the sum of the non-pensionable component and the net pensionable salary.
NPC:	Non-pensionable component is that part of net salary excluded from the application of staff assessment in the determination of the gross pensionable salary. The non-pensionable component has been established at 0 per cent.

United Nations ST/IC/2000/55

Secretariat

16 August 2000

Information circular*

To: Members of the staff

From: The Assistant Secretary-General for Human Resources Management

Subject: **Membership of the Field Service Promotion Review Panel for the 2000 review****

1. The Secretary-General, in consultation with and after consideration of a list of names proposed by the Field Service Staff Union, has appointed the following staff members to serve as members and alternate members of the Field Service Promotion Review Panel for the 2000 review.

2. The term of membership of the Panel for the 2000 review will be for a period of one year from the date of the publication of the present information circular, or until the Panel for the 2001 review has been established, whichever date is earlier.

3. The composition of the Panel was established taking into account the need for a balanced geographical, departmental and gender representation. Also, in accordance with the recommendation of the Staff-Management Coordinating Committee at its fourteenth session, which was approved by the Secretary-General, a certain number of members from the former Panel remain as members of the new Panel for purposes of continuity.

Members

Mr. Dmitri Dovgopoly	Office for Central Support Services Department of Management
Ms. Karin Ann Gerlach	Office for Inter-Agency Affairs Department of Economic and Social Affairs
Mr. Gordon McDougall***	Field Administration and Logistics Division Department of Peacekeeping Operations

* Expiration date of the present circular: 15 August 2001.

** *Personnel Manual* index No. 4121.

*** Members nominated by the Field Service Staff Union.

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Mr. Duncan Robinson***	United Nations Interim Administration Mission in Kosovo
Ms. Mary Roth***	United Nations Disengagement Observer Force
Ms. Neeta Tolani	Office of the Iraq Programme

The representative of the Office of Human Resources Management serves as ex officio member.

Alternate members

Mr. King Amuaben***	United Nations Observer Mission in Angola
Mr. Edilberto Chiong***	United Nations Office of the Humanitarian Coordinator for Iraq
Mr. Paul Hoeffel	Library and Publications Division Department of Public Information
Mr. Richard Manlove	Office of the United Nations Security Coordinator
Mr. Luke Mhlaba	General Legal Division Office of Legal Affairs
Mr. Andrew Watt***	United Nations Truce Supervision Organization

4. Ms. Maha El-Bahrawi will serve as Secretary of the Field Service Promotion Review Panel for the 2000 review.

United Nations ST/IC/2000/56

Secretariat

19 August 2000

Information circular*

To: Members of the staff

From: The Assistant Secretary-General for Human Resources Management

Subject: **Placement and promotion list for staff in the Professional category and above**

1. The purpose of the present information circular is to inform staff members of recommendations made by the appointment and promotion bodies that have been approved by the Secretary-General in respect of placements and promotions.

2. This list, which includes staff in the Professional category and above, will be issued monthly to enhance transparency and enable the staff to perceive improvements in gender balance throughout the Secretariat.

3. In order to ensure equitable treatment in promoting staff members, implementation will continue under the terms of administrative instruction ST/AI/1999/8 on placement and promotion, that is, effective the first day of the month following approval by the Secretary-General subject to the availability of the post and the assumption of the higher-level functions.

4. The attached list includes placements and promotions approved in July 2000.

* Expiration date of the present information circular: 31 December 2000.

00-61323 (E) 250800

Annex

Placement and promotion
1 to 31 July 2000

Name	*Gender*	*Releasing Dept./ Office*	*Receiving Dept./ Office*	*Post level*	*Vacancy number*
Promotion					
Barcenas Fortin, Guillermo**	M	ODCCP	ODCCP	P-3	00-L-UNV-601-VI
David, Wokie	F	ECA	ECA	P-3	00-A-ECA-00X205-I-AA
Ikeda, Akiko**	F	DESA	DPKO	P-3	99-A-DPK-000607-E-NY
Manukyan, Garegin**	M	DESA	DESA	P-3	00-A-ESA-000830-I-NY
Trengove, Stadler	M	OLA	OLA	P-3	00-L-OLA-000985-I-NY
Auerhan, Suzanne	F	UNOV	UNOV	P-4	00-T-UNV-609-VI
Ayad, Mahmoud***	M	DGAACS	UNOV	P-4	00-T-UNV-611-VI
Ehrenfeldner, Margarethe**	F	ODCCP	ODCCP	P-4	00-L-UNV-603-VI
Georget, Patricia**	F	OLA	OLA	P-4	00-L-OLA-001015-I-NY
Hall, Ronald	M	UNOV	UNOV	P-4	*
Kisselev, Oleg	M	UNOG	UNOG	P-4	*
Mavuba, Kue**	M	ECA	ECA	P-4	99-D-ECA-093-AA
Patricny, Oliver	M	UNOG	UNOG	P-4	*
Pozenel, Jay**	M	OLA	OLA	P-4	00-L-OLA-000894-I-NY
Rajasingham, Mohan Ramesh****	M	OCHA	OCHA	P-4	98-S-DHA-B49-NY
Sanchez, Rafael	M	UNCTAD	UNCTAD	P-4	99-E-TAD-532-GE
Suzuki, Rie	F	DM/OHRM	DM/OHRM	P-4	00-A-DOM-000841-I-NY
Flores, Margarita	F	ECLAC	ECLAC	P-5	99-E-ECL-00XA60-E-ME
Kondrachov, Anatoli	M	UNOG	UNOG	P-5	99-A-UNG-00XA39-E-GE
Lee, Donald	M	DESA	DESA	P-5	99-E-ESA-000642-E-NY
Ratynski, Maureen**	F	DPI	DPI	P-5	99-B-DPI-000791-E-NY
Brownell, Shirley	F	DPI	DPI	D-1	99-I-DPI-000727-E-NY
Bensmail, Abdelkader	M	DDA	DDA	D-2	00-P-DDA-001023-E-NY
Corvington, Monique	F	UNOG	UNOG	D-2	99-A-UNG-00XA35-E-GE
Pelletier, Michel	M	DPKO	DPKO	D-2	*
Renninger, John	M	DPA	DPA	D-2	00-P-DPA-000838-E-NY
Placement					
Hada, Rio	M	DESA	OHCHR	P-3	00-L-CHR-525-GE
Eriksson, Kenneth**	M	DPKO	UNOV	P-4	00-F-UNV-616-VI

* The vacancy announcement was waived in accordance with the provisions of administrative instruction ST/AI/1999/8.

** The Secretary-General approved a list of alternate candidates proposed by the Department in accordance with the provisions outlined in administrative instruction ST/AI/1999/8. Should the selected candidate decline or fail to take up the functions for which he/she has been selected within two months, or vacate the post for any reason within six months of the Secretary-General's decision, another candidate from the shortlist may be selected by the Secretary-General on the recommendation of the head of department.

*** The Secretary-General approved the placement of the staff member against the post at his current level. The promotion of the staff member will be implemented when he has reached the established seniority in grade for accelerated promotion to the higher level.

**** The Secretary-General approved the promotion of the staff member in October 1999. His promotion will be effective when he has reached the minimum seniority in grade for accelerated promotion to the P-4 level.

United Nations ST/IC/2000/57

Secretariat

19 August 2000

Information circular*

To: Members of the staff

From: The Assistant Secretary-General for Human Resources Management

Subject: **Placement and promotion list for staff in the General Service and related categories**

1. The purpose of the present information circular is to inform staff members of recommendations made by the Appointment and Promotion Panel that have been approved by the Secretary-General in respect of placements and promotions.

2. This list, which includes staff in the General Service and related categories, will be issued monthly to enhance transparency within the Secretariat.

3. In order to ensure equitable treatment in promoting staff members, implementation will continue under the terms of administrative instruction ST/AI/1999/8 on placement and promotion, that is, effective the first day of the month following approval by the Secretary-General, subject to the availability of the post and the assumption of the higher-level functions.

4. The attached list includes placements and promotions approved in July 2000.

* Expiration date of the present information circular: 31 December 2000.

00-61321 (E) 250800

Annex

Placement and promotion
1 to 31 July 2000

Name	*Gender*	*Releasing Dept./ Office*	*Receiving Dept./ Office*	*Post level*	*Vacancy number*
Promotion					
Abraha, Genet	F	DESA	DESA	G-5	*
Claudio, Marie-Michelle	F	DESA	DESA	G-5	00-G-ESA-911-G5
Emersley, Lucia Grace	F	DM/OPPBA	DM/OPPBA	G-5	98-G-OPB-130-G5
Francia, Ana Marie	F	DESA	DESA	G-5	00-G-ESA-712-G5
Magas, Lyra	F	DM/OCSS	DM/OCSS	G-5	00-G-OCS-972-G5
Persaud, Patricia**	F	DM	DM	G-5	00-G-DOM-1085-G5
Rugege-Kamara, Viola	F	DM/OHRM	DM/OHRM	G-5	*
Sudarman, Yetty	F	DM/OPPBA	DM/OPPBA	G-5	*
Temporal, Eduardo**	M	DPI	DPI	G-5	00-G-DPI-988-G5
Walter, Christopher	M	DM/OCSS	DM/OCSS	G-5	00-G-OCS-953-G5
Cerrillo, Alfonso	M	DPI	DPI	G-6	00-G-DPI-987-G6
David, Patricia	F	DESA	DESA	G-6	00-G-ESA-817-G6
Miro, Nicolas	M	DPI	DPI	G-6	00-G-DPI-986-G6

* The vacancy announcement was waived in accordance with the provisions of administrative instruction ST/AI/1999/8.

** The Secretary-General approved a list of alternate candidates proposed by the Department in accordance with the provisions outlined in administrative instruction ST/AI/1999/8. Should the selected candidate decline or fail to take up the functions for which he/she has been selected within two months, or vacate the post for any reason within six months of the Secretary-General's decision, another candidate from the shortlist may be selected by the Secretary-General on the recommendation of the head of department.